

CFHA UNIFORM PHYSICAL CONDITION STANDARDS CHECKLIST

The CFHA will inspect the following ten (10) areas for Uniform Physical Condition Standards for Vouchers/Housing Quality Standards (UPCS-V/HQS) compliance.

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| 1. Living Room | 6. Building Exterior |
| 2. Kitchen | 7. Heating and Plumbing |
| 3. Bathroom | 8. General Health and Safety |
| 4. Other Rooms Used for Living | 9. Garbage/Storage(s) |
| 5. Secondary Rooms | 10. Outbuildings |

CHECK THESE CONDITIONS TO MAKE SURE YOUR UNIT WILL BE READY TO PASS INSPECTION.

- ☐ All major utilities (electricity, gas and water) must be turned on.
- ☐ There **MUST** be properly operating smoke detector on every level of the unit.
- ☐ There **MUST** be a properly operating carbon monoxide detector if gas appliances and/or attached garage is present
- ☐ Cooking stove and oven must be clean and in working condition. All burner knobs must be present.
- ☐ Refrigerator must be clean and in working condition. Good working seals.
- ☐ Heating unit must be properly installed and vented and otherwise in good working order. Heater must be operational at time of the inspection.
- ☐ Must have hot and cold running water in kitchen and bathroom(s).
- ☐ Must be a shower or bathtub that is in good working condition.
- ☐ Must be a flush toilet that works and does not leak.
- ☐ Bathroom(s) must have a window or working ventilation fan.
- ☐ Must be no plumbing leaks or plugged drains.
- ☐ All accessible outside doors and windows must have working locks.
- ☐ Unit must have at least one exit door without a double-keyed deadbolt lock.
- ☐ All electrical outlets must have cover plates that are not cracked or broken. All 3-prong outlets must be grounded or GFCI protected (especially if within 6 ft. of a kitchen, bathroom, or laundry sink).
- ☐ No exposed light sockets missing bulbs.
- ☐ There must be no missing, broken or badly cracked windows/window panes.
- ☐ The roof must not leak.
- ☐ Hot water tank for your unit must have a pressure relief valve and downward discharge pipe. To be inspected annually. Please make sure to arrange access. PVC pipe is not approved.
- ☐ Carpet or linoleum must not have holes, tears or loose seams.
- ☐ Stairs and railings, inside and out, must be secure. A stairway of four or more stairs requires railing.
- ☐ No infestation of mice, rats, insects or roaches.
- ☐ No cracking, chipping, scaling, or loose paint anywhere inside or outside of the unit if a child under the age of six resides or is expected to reside in the unit.
- ☐ No excessive debris in or around the unit, such as an accumulation of boxes, paper, trash, wood, tires, machine or auto parts, batteries, paint cans, or old appliances. Derelict vehicles must be removed from premises.
- ☐ Security bars in ALL bedrooms must have a quick release device.

**** IMPORTANT SAFETY ISSUE - ALL ITEMS MUST BE REMOVED FROM THE OVEN AND UNDER KITCHEN AND BATHROOM SINKS, SO PIPES CAN BE THOROUGHLY INSPECTED. PLEASE SECURE ALL PETS DURING THE INSPECTION -****